



THE STATE
of **ALASKA**

Department of Commerce, Community, and Economic Development
Division of Corporations, Business and Professional Licensing

REC

FOR AREC USE ONLY
Date Received

Real Estate Commission

550 West 7th Avenue, Suite 1500, Anchorage, AK 99501

Phone: (907) 269-8162

Email: RealEstateCommission@Alaska.Gov

Website: ProfessionalLicense.Alaska.Gov/RealEstateCommission

Licensee Request for CE Credit

Per 12 AAC 64.500(n), licensees may receive continuing education credit for a course(s) that they have attended that was offered outside of the state by a nationally recognized real estate education provider during a licensing period that has not otherwise been certified under 12 AAC 64.410 and 12 AAC 64.420. Licensees may apply for continuing education credit for attendance at these courses. This form should **ONLY** be submitted for courses **NOT** certified by the Alaska Real Estate Commission (AREC).

To have a course evaluated for CE credit, complete this form and submit it with **ALL** attachments listed below. A copy of this form will be returned to you showing credit granted.

Requests for course credit should be submitted to the Real Estate Commission office within 60 days after completing the course(s) and at least 60 days before the end of the licensing period. **NO FEE REQUIRED FOR REQUEST.**

PART I Personal Information

Full Legal Name:			
License Number:		Contact Phone:	
Mailing Address:	P.O. Box or Street	City	State Zip
EMAIL AGREEMENT: By choosing to receive correspondence on any matter affecting my license or other business with the Alaska Division of Corporations, Business and Professional Licensing, I agree to maintain an accurate email address through the MY LICENSE web page. I understand that failure to check my email account or to keep the email address in good standing may result in an inability to receive crucial information, potentially resulting in my inability to obtain or maintain licensure.			
Email Address:			<input type="checkbox"/> Send my Correspondence by Email <input type="checkbox"/> Send my Correspondence by US Mail

PART II CE Courses

List courses for which credit is requested:		
Title of Course	Hours	Date Course Completed

****Alaska real estate statute requires licensees to complete 20 hours CE, 8 hours of designated and 12 hours of elective continuing education during each license renewal period. Excess hours may not be carried forward to future renewal periods.**

PART III Required Attachments

- ☐ Copy of the provider's materials promoting or describing course (advertising brochure, course outline, etc.).
- ☐ Evidence that the real estate education provider is nationally recognized
- ☐ Proof of attendance, including time of instruction.

**Licensee: Do Not Write Below This Line - For AREC Use Only****AREC USE ONLY****CE Elective Hours Granted toward
current license renewal period:****License Renewal
Period Ends:****Executive Administrator Signature:****Date:**